

**Minutes
Mayor's Youth Advisory Commission
C.I.T.Y. Project Subcommittee
December 2, 2014**

Minutes of the Mayor's Youth Advisory Commission C.I.T.Y. Subcommittee held on December 2, 2014 5:00 p.m., at the Tempe, Public Library Board Room, 3500 S. Rural Road 2nd Floor, Tempe, Arizona.

MEMBERS Present: Tiffanie Cappello-Lee, Jason George, Nicholas Hargis, Maria Ornelas, Ellie Young.

MEMBERS Absent: Chris Moffitt, Smita Gopalakrishnan.

City Staff Present: Lily Villa .

Guests Present: None.

Agenda Item 1 – Call Meeting To Order/Introductions

Nicholas Hargis called the meeting to order at 5:09pm.

Agenda Item 2 – Consideration of the Meeting Minutes: November 25, 2014

Maria Ornelas read the minutes from the November 25, 2014 meeting.

Motion: Tiffanie Cappello-Lee moved to approve the minutes.

Second: Ellie Young seconded the motion

Decision: Minutes were approved.

Agenda Item 3 – Announcements

Lily Villa, MYAC C.I.T.Y. Subcommittee Advisor informed the group that the Marcos de Niza principal, Mr. McDonald was unable to attend the C.I.T.Y. meeting due to a prior engagement. The volunteer project will be held on December 20, 2014.

Agenda Item 4 – C.I.T.Y. in Tempe High Schools

Jason George, MYAC C.I.T.Y. Subcommittee Chair, led the group in a discussion to determine the best avenues by which MYAC and C.I.T.Y. can advertise in Tempe high schools.

1. Tempe middle schools will also have advertising but this will be an optional duty for the middle school MYAC members whereas the high school MYAC members will be required to advertise in their schools and speak with their school administration.
2. Each school has different forms of morning announcements so C.I.T.Y. will create a video commercial for video announcements, an elevator speech for auditory announcements,

- and the C.I.T.Y. brochure will be provided for in-person announcements at Tempe Preparatory Academy.
3. C.I.T.Y. will also produce flyers which will be hung on bathroom stalls in High school and middle school restrooms.
 4. C.I.T.Y. will create a presentation for NHS & NJHS groups, health classes, and home room classes at the Tempe middle and high schools because these classes and organizations require community service hours and often members of NHS and NJHS are leaders in the schools.

Agenda Item 5 – Further C.I.T.Y. Project Planning

The C.I.T.Y. members began brainstorming the key points they want to include in their advertising materials.

1. C.I.T.Y. is an information network. We are a group of Tempe students who help other students find volunteering opportunities in Tempe. With C.I.T.Y. you have the opportunity to volunteer and be well-prepared for volunteering with Tempe organizations.
2. The advertisement will have the MYAC representative's name for each Tempe high school and middle school.
3. The presentation will incorporate a powerful message from volunteer stories from Tempe organizations such as the Boys and Girls Club. It will likely be a story about a student who became successful as a result of their involvement with the organization.
4. C.I.T.Y. will meet with the Boys and Girls Club directors from the Ladmo Branch and the North Tempe Branch to determine the best ways C.I.T.Y. can represent their organizations.
5. The presenters will bring flyers and brochures to each presentation and will encourage all members of their audience to sign up for the C.I.T.Y. Remind 101 number.

Agenda Item 6 – Future Agenda Items

- Meet with Boys and Girls Club Directors from the Ladmo and North Tempe branches
- Further C.I.T.Y. Advertising Planning

The Commission's next meeting will be **December 16, 2014**.

Meeting adjourned at 6:10 p.m.

Prepared by: Lily Villa
Reviewed by: Kim Bauman

Jason George, Chair
Mayor's Youth Advisory Commission C.I.T.Y. Subcommittee